

Senior Leadership Team Meeting
Staff Edition
December 13, 2018

1. Approve minutes from last meeting
 - a. Minutes approved
2. Discuss Diversity action plan (Jared)
 - a. January 9 town hall (alongside updated data report)
 - i. JJ to give brief update on action plan and motivation behind it
 - ii. Breakout discussion groups (mix of departments)
 - iii. How can we improve diversity/inclusion efforts across campus?
 - iv. How can we improve diversity/inclusion on our teams in LAI?
 - v. How can we promote inclusion on an individual level?
 - vi. Call for general interest in the Diversity Committee
 - b. Demographics report
 - i. To be presented at January Town Hall
3. Transition in NCLC (Geneva)
4. Update on CNI Roundtable on Learning Spaces (Geneva & Jared)
 - a. Innovation centers (GH)
 - i. Spaces for faculty to explore in teaching and learning
 - ii. "Innovation zone" as an experimental, multi-purpose space with synergies with ITL, student multimedia presentations, faculty, librarians, and potentially industry/alumni
 1. Space design: high-top tables encourage inclusive, casual engagement; lots of writable surface
 2. Invite cross-section of people and - for some time period - hold events in this "innovation zone"
 - iii. JJ: Univ. of Rochester "iZone" has the purpose of helping students from all fields with the process of ideation
 - b. Permeable staff spaces (JJ)
 - i. Spaces in which students can feel welcome/have access during particular times of the day/year
5. Other business
 - a. Designated staff assignments and related policy in light of adverse weather
 - b. Merit letters: tentative plan is to provide hard copies to department heads for distribution